



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

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Fifth District

March 18, 2014

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:  
CHALLENGER MEMORIAL YOUTH CENTER CLOSED CIRCUIT  
TELEVISION PHASE II PROJECT  
APPROVE REVISED PROJECT SCOPE AND REVISED TOTAL PROJECT BUDGET  
AWARD SUPPLEMENTAL AGREEMENT  
SPECS. 7185; CAPITAL PROJECT NO. 86960  
FIFTH DISTRICT  
(3 VOTES)**

**SUBJECT**

These actions will approve the revised Project scope and revised total Project budget, and authorize the Director of Public Works, or her designee, to execute a supplemental agreement with JTC Architects, Inc., to provide design, construction administration, and record drawings services, which will allow the Department of Public Works to perform the construction for the enhancement of security systems at Challenger Memorial Youth Center using design-bid-build delivery method.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the revisions to the Challenger Memorial Youth Center Closed Circuit Television Phase II Project are categorically exempt under the California Environmental Quality Act for the reasons stated in this letter and in record of the Project.
2. Approve the revised Project scope and the revised total Project budget of \$2,516,000 for the Challenger Memorial Youth Center Closed Circuit Television Phase II Project (Capital Project No. 86960).
3. Approve and authorize the Director of Public Works, or her designee, to execute a supplemental

agreement with JTC Architects, Inc., to provide design, construction administration, and record drawings services for a \$140,000 not to exceed amount; and to establish the effective date following Board approval.

4. Authorize the Director of Public Works, or her designee, to deliver the Challenger Memorial Youth Center Closed Circuit Television Phase II Project using a design-bid-build delivery method.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will authorize the Department of Public Works to perform the construction for additional security systems at Challenger Memorial Youth Center using the design-bid-build delivery method. This action will also approve and authorize the Director of Public Works, or her designee, to execute a supplemental agreement with JTC Architects, Inc., (JTC) to provide construction administration and record drawings services for this additional work. We will return to the Board to adopt, advertise, and award the construction contract.

#### **Background**

In 2006, the Board established nine capital projects to provide various security enhancements and address deficiencies at Challenger Memorial Youth Center; Glen Rockey, Joseph Scott, and Kenyon Scudder Camps; and Central, Los Padrinos, and Barry J. Nidorf Juvenile Halls for a total capital program cost of \$16,881,000. The projects were divided into two categories: life safety and high risk security; and safety, security, and staff housing deficiencies.

In 2010, the Board authorized the Department of Public Works (Public Works) to complete the feasibility study, programming and design documents, and to obtain jurisdictional approvals for the security enhancement projects at Central, Los Padrinos, and Barry J. Nidorf Juvenile Halls and Challenger Memorial Youth Center.

The purpose of the Challenger Memorial Youth Center Closed Circuit Television Phase II Project (Project) was to install and integrate updated security technology systems to be used as a security tool by the Probation staff and managers to monitor a variety of activities and to coordinate tactical responses to active emergency incidents, reduce acts of violence by minors, reduce the use of excessive force by staff, detect smuggling of contraband, and to deter minors from escaping.

In July 2012, the Board approved the construction of the security systems enhancement using Job Order Contracts. This work was completed at Central Juvenile Hall, Los Padrinos and Barry J. Nidorf Juvenile Halls; and Challenger Memorial Youth Center between June and October 2013.

#### **Proposed Phase III**

Probation held discussions with the American Civil Liberties Union (ACLU) regarding additional security concerns at Challenger. Based on those discussions, while construction was underway for the Phase II Project, Probation requested the installation of panic alarms in the Los Angeles County Office of Education classes; connection of the analog Closed Circuit Television Cameras (CCTV) to a digital system; the provision of additional data storage; and installation of cameras in the culinary room, assessment center, and library. This proposed new scope, to be completed under Phase III, will result in the addition of approximately 12 new cameras, upgrading the 48 existing panic alarms to include an intercom system to allow audio contact when an alarm is activated, connecting the 48 existing cameras to the new digital security system, and adding approximately 4 new panic alarms.

Upon completion of design, we plan to return to the Board with recommendations to adopt, advertise, and award the construction contract for this Phase III scope.

Funding for the proposed Phase III scope was allocated within the Fiscal Year 2013-14 Capital Projects/Refurbishment Budget under the Challenger project (CP 86960).

### **Implementation of Strategic Plan Goals**

#### **Green Building/Sustainable Design Program**

The Project supports the Board's Green Building/Sustainable Design Program by using low-voltage, energy-efficient fixtures and equipment. There will be savings due to a reduction in electricity as a result of the more efficient fixtures and equipment.

#### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) by maximizing the effectiveness of process, structure, and operations to support timely delivery of customer-oriented and efficient public services. It also directs that we ensure Fiscal Sustainability (Goal 2) by strengthening and enhancing the County's capacity to sustain essential County services through proactive and prudent fiscal policies and stewardship. Lastly, it directs us to provide Integrated Services Delivery (Goal 3) by maximizing opportunities to measurably improve client and community outcomes and leverage resources through the continuous integration of health, community, and public safety services. This Project will help achieve these goals as it is an investment in public infrastructure that will benefit the County and its residents by enhancing operations and improving the safety and security of the people of the County of Los Angeles.

### **FISCAL IMPACT/FINANCING**

On July 2012, the Board approved a total Project budget of \$1,740,000 for the Project, which included plans and specifications, plan check, consultant services, County services, equipment and construction for the original scope of work for Challenger Memorial Youth Center. The additional enhancements, under Phase III, are estimated to cost an additional \$776,000, thereby the revised total Project budget to \$2,516,000.

The additional \$776,000 in net County cost was requested by Probation during the FY 2013-14 Recommended Budget and allocated in the Fiscal Year 2013-14 Capital Projects/Refurbishments Budget under the current Capital Project (No. 86960), which was approved by the Board. The recommended supplemental agreement with JTC is for a not-to-exceed fee of \$140,000. There is sufficient appropriation within the Fiscal Year 2013-14 Capital Projects/Refurbishments Budget under Capital Project No. 86960 to fully fund the recommended supplemental agreement.

The revised Project Schedule and Budget Summary are included in Attachment A.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard supplemental agreement, in the form previously approved as to form by County Counsel, will be used.

As requested by the Board on August 12, 1997, and as a threshold requirement for consideration for award of this agreement, JTC is willing to consider Greater Avenues for Independence Program/

General Relief Opportunities for Work (GAIN/GROW) participants for future employment.

As required by the Board, language will be incorporated into the Project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees about Board Policy 5.135, Safely Surrendered Baby Law, and that they may be eligible for the Federal Earned Income Credit under the Federal Income Tax Laws (Federal Income Tax Law, Internal Revenue Services Notice 1015).

JTC is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program), Chapter 2.203 (Contractor Employee Jury Service Program), and Chapter 2.206 (Defaulted Tax Reduction Program).

As required by the Board, the Project includes 1 percent of the estimated design and construction costs to be allocated to the Civic Arts Special Fund according to the Board's Civic Art Policy adopted on December 7, 2004, and revised on December 15, 2009. The Civic Art fee will be transferred to the Civic Art Special Fund in a future Board action.

The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

## **ENVIRONMENTAL DOCUMENTATION**

On January 19, 2010, the Board found the Probation Department Security Enhancements projects, to be categorically exempt under Section 15301 of the State California Environmental Quality Act (CEQA) Guidelines and Class 1 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The new revisions to the Project scope are also exempt under Sections 15301(a) and (f) of the State CEQA Guidelines and Class 1(d) and (i) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G as they involve the installation of Closed Circuit television, panic alarms in additional classrooms and new cameras in culinary arts, library, and school assessment center facilities. As such, these consist of minor alteration of existing facilities to install mechanical security and safety equipment, involving negligible or no expansion of an existing use. There are no cumulative impacts, unusual circumstances or other limiting factors that would make the exemption inapplicable based on the project records. A Notice of Exemption will be filed with the Registrar-Recorder/County Clerk upon the Board's approval of the recommended actions in accordance with Section 15062 of the State CEQA Guidelines.

## **CONTRACTING PROCESS**

After a competitive, qualifications-based solicitation process, the Board approved and authorized Public Works to execute a contract with JTC, as the most qualified proposer, to provide design services, construction administration, and record drawings, including Supplemental Agreement 1 (\$74,184), Supplemental Agreement 2 (\$174,763), and Supplemental Agreement 3 (\$400,000) for the Probation Security Enhancements projects for a \$1,622,800 not to exceed fee. The services to be performed as part of the recommended supplemental agreement are within the scope of the original solicitation.

JTC's Community Business Enterprises participation data and three-year contracting history are on file with Public Works.

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The State Labor Code requires contractors to pay prevailing wage rates to all persons employed on Public Works contracts.

The Project will be delivered using the design-bid-build delivery method and will be awarded by the Board to the Apparent Lowest Responsive and Responsible Bidder in accordance with the State Public Contract Code.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no impact on current County services or projects during the performance of the recommended actions.

**CONCLUSION**

Please return one adopted copy of this Board letter to the Chief Executive Office, Facilities and Asset Management Division; Civic Arts Commission; Probation Department; and Department of Public Works, Project Management Division II.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. T. Fujioka', with a long horizontal line extending to the right.

WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:SHK:DJT  
TJ:AH:rp

Enclosures

c: Executive Office, Board of Supervisors  
County Counsel  
Auditor-Controller  
Civic Arts  
Internal Services  
Probation

March 18, 2014

**ATTACHMENT A**

**DEPARTMENT OF PUBLIC WORKS:  
CHALLENGER MEMORIAL YOUTH CENTER CLOSED CIRCUIT  
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APPROVE REVISED PROJECT SCOPE AND REVISED TOTAL PROJECT BUDGET  
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(FIFTH DISTRICT) (3 VOTES)**

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Completion Date</b>
Design	
Construction Documents	08/26/2014
Construction Bid and Award	12/24/2014
Substantial Completion Acceptance	08/18/2015 01/18/2016

\*Original scope of work completed on July 12, 2013.

## II. PROJECT BUDGET SUMMARY

Budget Category	Original Budget (Capital Project No. 86960)	Impact of This Action	Revised Current Budget (Capital Project No. 86960)
Buildings and Improvements			
Low Bid Contract	\$ 1,402,593	\$ 540,525	\$ 1,943,118
Change Orders	\$ 169,344	\$ 10,000	\$ 179,344
Civic Arts	\$ 14,315	\$ 6,515	\$ 20,830
<b>Subtotal</b>	<b>\$ 1,586,252</b>	<b>\$ 557,040</b>	<b>\$ 2,143,292</b>
Plans and Specification	<b>\$ 29,000</b>	<b>\$ 111,000</b>	<b>\$ 140,000</b>
Consultant Services			
Other	\$ 5,384	\$ 4,616	\$ 10,000
<b>Subtotal</b>	<b>\$ 5,384</b>	<b>\$ 4,616</b>	<b>\$ 10,000</b>
Miscellaneous Expenditures	\$ 6,056	\$ 3,944	\$ 10,000
Printing	\$ 41	\$ 0	\$ 41
<b>Subtotal</b>	<b>\$ 6,097</b>	<b>\$ 3,944</b>	<b>\$ 10,041</b>
Jurisdictional Review/Plan Check/Permit	<b>\$ 1,346</b>	<b>\$ 8,654</b>	<b>\$ 10,000</b>
County Services			
Code Compliance Inspection	\$ 15,000	\$ 5,000	\$ 20,000
Contract Administration	\$ 6,197	\$ 3,803	\$ 10,000
Project Management	\$ 74,840	\$ 61,244	\$ 136,084
Secretarial/Clerical	\$ 1,885	\$ 0	\$ 1,885
Project Technical Support	\$ 6,356	\$ 4,056	\$ 10,412
Office of Countywide Contract Compliance	\$ 0	\$ 10,000	\$ 10,000
Consultant Contract Recovery	\$ 7,643	\$ 6,643	\$ 14,286
<b>Subtotal</b>	<b>\$ 111,921</b>	<b>\$ 90,746</b>	<b>\$ 202,667</b>
<b>Total</b>	<b>\$ 1,740,000</b>	<b>\$ 776,000</b>	<b>\$ 2,516,000</b>